



DEPARTMENT OF BUDGET AND FISCAL SERVICES NOTICE & REQUEST FOR SOLE SOURCE

TO: Chief Procurement Officer

FROM: Department of Customer Services
Department/Division/Agency

Pursuant to HRS §103D-306 and HAR Chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

1. Description of goods, services, or construction to be procured:

The City wishes to engage the following Contractor, on an evaluation basis, to assist the City with the reduction, removal and control of feral chickens ("trapping activity") at designated public property locations. The agreement between the City and the Contractor establishes the trapping and disposal guidelines for the trapping activity to ensure public safety, and to provide a humane feral chicken eradication operation.

2. Vendor/Contractor/Service Provider Name:

Sandwich Isle Termite and Pest Control, Inc.

3. Amount of Request:

\$ 80,000

4. Term of Contract: (Shall not exceed 12 months), if applicable

From: approval

To: no longer than 12 months

5. Prior Sole Source Ref No.

6. The good, service, or construction has the following unique features, characteristics, or capabilities:

This Notice & Request for Sole Source is pursuant to Section 3-122-81(e), HAR, wherein approval is required when sole source procurement is for a good or service in limited quantity for test or evaluation purposes. There are no other Contractors that can provide a trapping program with remote trap alert devices with notification and remote monitoring with SIM card enabled cameras for the City's evaluation purposes.

7. How the unique features, characteristics, or capabilities of the goods, service or construction are essential for the agency?

The Contractor will utilize an Integrated Feral Chicken Management Program taking into consideration topography and terrain to select a method which will include: netting, cage trapping w/remote alert notifying capture via text/email, and wireless camera sending pictures real-time or if movement is detected. City will have access to PestPac software program to monitor technician visits by GPS, # captured, and route. Technician will scan each trap with a barcode, tied to Pestpac. Rather than the City receiving calls, the contractor will proactively target public areas recommended by City officials. Euthanasia will be with CO2 in a secure pen. Disposal of frozen carcass will be at the landfill. City will receive weekly and monthly reports per each site tied to information received through PestPac software.

8. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services, or construction.

There are limited contractors who are able to ensure the trapping activities are being remotely monitored and tied to a software based pest program, with the collection and disposal guidelines being met.

REQUEST FOR SOLE SOURCE (Cont.)

Submit in Duplicate

9. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the agency needs.

This is for evaluation purposes in accordance with Section 3-122-81(e), Hawaii Administrative Rules. Upon completion of the evaluation term, City will identify other possible sources through standard procurement process.

10. Person that will be responsible for managing this procurement:

Department/Division: Department of Customer Services

Contact Name/Title: Randy M Leong

Phone Number:

768-4304

E-mail Address:

rleong@honolulu.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Pricing Data if required.

I certify that to the best of my knowledge, that the information provided above is true, correct, that there is no conflict of interest related to this procurement, and that the goods, services, or construction are available through only one source.


Department Head


Date

Reserved for BFS Use Only

Date Notice Posted: _____

Submit written objections to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer
Department of Budget and Fiscal Services
530 South King Street, Room 115
Honolulu, Hawaii 96813
bfspurchasing@honolulu.gov

Chief Procurement Officer's comments:

☐ APPROVED ☐ DISAPPROVED ☐ NO ACTION REQUIRED

Chief Procurement Officer

Date